# Vocational Analysis Card

BOOKBINDING

REPORT ON Roy Nelson

QUARTER ENDING 4/4/41

| | | | | |
|---|---|---|---|---|
| VOCATIONAL LANGUAGE | Excellent | Good | Fair ✓ | Poor |
| VOCATIONAL ARITHMETIC | Excellent | Good | Fair ✓ | Poor |

PERFORMANCE

| | | | | |
|---|---|---|---|---|
| ACCURACY | Always exact | Fairly accurate ✓ | Too often inaccurate | Repeatedly errs |
| SPEED | Very fast | Moderate ✓ | Slow | Extremely slow |

PERSONAL CHARACTERISTICS

| | | | | |
|---|---|---|---|---|
| APPLICATION AND INTEREST | Enthusiastic | Steady ✓ | Makes little effort | Lacks perseverance |
| NEATNESS | Habitually neat | Tries ✓ | Careless | Slovenly |
| RELIABILITY | Exceptionally dependable | Usually dependable ✓ | Not often dependable | Not dependable |
| APTITUDE | Very quick to learn | Learns readily ✓ | Slow to learn | Very slow to learn |
| INITIATIVE | Abounds with it | Frequently shows it | Seldom shows it ✓ | Never shows it |
| PROMPTNESS | Habitually on time | Late only with excuse ✓ | Irregular | Habitually late |
| CONFIDENCE | Extremely self-reliant | Not easily discouraged ✓ | Uncertain | Timid |
| JUDGMENT | Very good | Usually uses experience | Seldom uses experience ✓ | Unreliable |
| CO-OPERATION | Works well with others | Responds readily ✓ | Requires persuasion | Indifferent |
| APPRECIATION | Highly appreciative | Reacts favorably ✓ | Shows discontent | Dissatisfied |

GRADE C

SEMESTER AVERAGE .....

Boyd C. Williams
*Vocational Principal*

Thomas H. Waisner
*Instructor*

Dear Patrons:

We have departed from the usual type of report in that we have tried to give you a word-picture of your son's rating in his particular vocation. The items in the left column are what the vocational teachers of this school think to be of vital importance to vocational success. The adjoining columns contain gradations of each of these items. The check mark shows where your son rates as measured by his teacher.

The letter grade in the lower right hand portion of the paper is the teacher's general conclusion as a result of the checks made above. A—Excellent; B—Very good; C—Good; D—Fair; F—Failure.

If you should have any questions regarding the vocational rating given your son, kindly address them to the vocational principal.

Very truly yours,

BOYCE R. WILLIAMS
*Vocational Principal*